

State Responsibility Area Classification System



STATE OF CALIFORNIA
RESOURCES AGENCY
BOARD OF FORESTRY
CALIFORNIA DEPARTMENT OF FORESTRY
AND FIRE PROTECTION
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**STATE RESPONSIBILITY AREA
CLASSIFICATION SYSTEM**

INTRODUCTION

The California Department of Forestry and Fire Protection (CDF) conducted a statewide review and delineation of State Responsibility Area (SRA) in 1970. Although some subsequent revisions to that delineation have been approved by the Board of Forestry, the classification of SRA has not kept current with land-use changes. There is a need to review and update the delineation of SRA in a formal manner, statewide.

In its supplement to the 1980-81 FY budget, the Joint Legislative Budget committee directed that:

"The Board of Forestry shall conduct a comprehensive review of lands receiving direct protection from the department for the purpose of revising state responsibility boundaries to exclude areas which should be the responsibility of local government or federal agencies. As a Legislative Budget Committee by 11/1/80 on its criteria for determining whether lands currently classified as state responsibility conform to the provisions of Sections 4126-4128 of the Public Resources Code."

"The department shall report to the Joint Legislative Budget Committee by 12/1/80 on a schedule and plan for providing support to the Board of Forestry in conducting such a review."

PURPOSE

1. To provide a systematic and uniform process for identifying land-use changes which cause or may cause a change of the classification of SRA.
2. To review the existing classification of SRA to determine that all such lands are properly classified.

GOALS

1. To provide a procedure which ensures statewide consistency in classifying SRA.
2. To provide an ongoing procedure that will enable the CDF to respond in timely manner to land-use changes.
3. To provide local government sufficient time to plan for changes in the classification of SRA.
4. To involve the public in decisions about the classification of SRA.

OVERVIEW

This classification system has five levels. They are:

1. Field evaluation
2. Regional review
3. Statewide review
4. Director's approval
5. Board of Forestry and Fire Protection approval.

The field evaluation is accomplished at the ~~Ranger~~ Unit or Contract County. This evaluation identifies lands that may warrant reclassification. Any area so identified is documented and forwarded for Regional review (second level).

The Regional review ensures that the system has been consistently applied at the ~~Ranger~~ Unit or Contract County level. After completing the review, the Region forwards the areas identified for possible reclassification to Sacramento.

The Statewide Review Team (third level) reviews the documentation. The Statewide Review Team also conducts on-site inspections as needed. The Statewide Team then forwards its recommendations to the Director (fourth level).

The Director reviews all proposed changes in classification. Those changes that the Director approves are sent to the Board of Forestry and Fire Protection so that public hearings may be scheduled. At this time the Director notifies all affected local government agencies of the proposed changes and their potential impacts.

The Board of Forestry and Fire Protection is fifth level. Under PRC Section 4125, the Board is the final authority for approving changes in classification of SRA.

LEGAL BASIS

This classification system, which defines land for which the state assumes primary financial responsibility for protecting natural resources from damages from fire, is based on existing law (PRC 4125-4128). It is important to understand that the system is not based on the ability to protect an area from fire, but rather on the vegetative cover and natural resource values enumerated in PRC 4126:

- a) Lands covered wholly or in part by forests or by trees producing or capable of producing forest products. Lands covered wholly or in part by timber, brush, undergrowth, or grass, whether of commercial value or not, which protect the soil from excessive erosion, retard runoff of water or accelerate water percolation, if such lands are sources of water which is available for irrigation or for domestic or industrial use.

b) Lands in areas which are principally used or useful for range or forage purposes, which are contiguous to the lands described in subdivisions (a) and (b).

Lands which do not qualify as SRA are defined in PRC Section 4127: "The shall not include within state responsibility areas any of the following lands:

a) "Lands owned or controlled by the federal government or any agency of the federal government.

b) "Lands within the exterior boundaries of any city.

c) "Any other lands within the state which do not come within any of the classes which are described in Section 4126."

In addition, PRC, Section 4128, states that, "The may, for purposes of administrative convenience, designate roads, pipelines, streams, or other recognizable landmarks as arbitrary boundaries."

These definitions provide the basis for the field evaluation of SRA.

REVIEW SCHEDULE

Statewide Review, normal 2000 and each five years thereafter.

Special Reviews - as needed.

FIELD EVALUTION

STEP I - DEFINING EXISTING CLASSIFICATION STATUS

A. Print a 7 ½ minute quad map using the data found on the Fire Plan database.

1. On that map use the following ~~shapfiles~~Data Layers, also found on the Fire Plan database;
 - a. SRA ~~shapfiles~~Data Layers for the area being evaluated
 - b. Current road layer
 - c. Current ISO city boundary layer
 - d. Any other layer you might need
2. Shade all current (original) SRA polygons red
3. Shade any area that is "Lands within the exterior boundaries of incorporated cities" (ISO layer) light yellow.
4. "Lands owned or controlled by the federal government or any agency of the federal government" (include all federal lands regardless of existing fire protection responsibilities) - shade dark green.

NOTE: Incorporated cities and federally owned or controlled lands are automatic exclusions from SRA. Their boundaries must be kept current on the official SRA maps. The procedure for recording these changes is described in Appendix VIII.

STEP II - IDENTIFYING AREAS FOR FIELD EVALUATION

The working map prepared in Step I describes the current SRA classification. Two basic questions remain to be answered.

1. Are there any lands currently not classified SRA on either side of the SRA/LRA (Local Responsibility Area) boundary line which meet the criteria for SRA in PRC Section 4126?
2. Are there any lands currently classified as SRA which do not meet the criteria for SRA and would be excluded by PRC Section 4127?

The accompanying classification key has been developed to assist in answering these questions. The key is intended to provide standard criteria to evaluate each area. It provides a method of screening many areas rapidly in order to focus quickly on areas that may need change in classification.

The key has a structure-density criterion and a minimum-acreage criterion. It is important to understand the rationale behind these two criteria. The rationale for the structure-density criterion is that lands having this level of development (three or more structural units per acre) typically require a significantly higher level of fire flow hydrants, and pressurized community

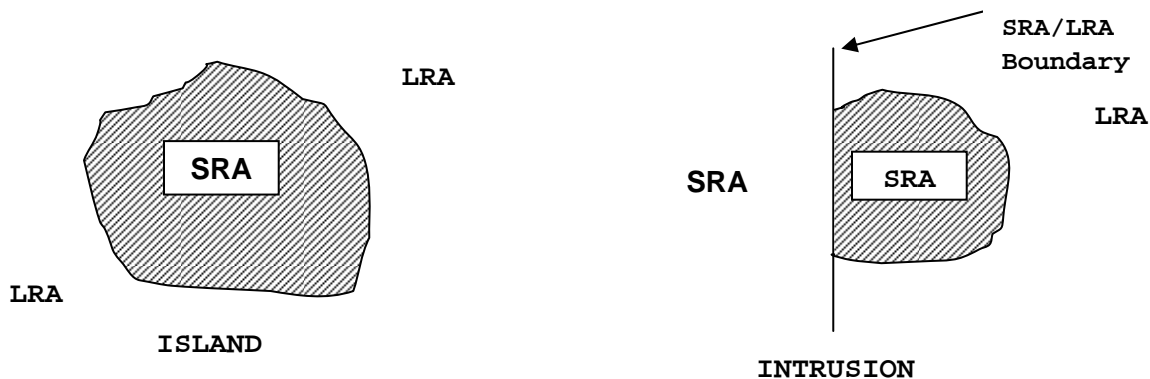
water systems. These areas are typified by complete, or nearly complete, modification to native vegetation. Man-made structures to control runoff of rainfall instead of reliance on natural percolation is an element of subdivision planning and development.

For the initial review of SRA under this system in 1981, all lands were evaluated against a 40-acre minimum criterion. After reviewing all proposed changes, the Statewide Review Team recommended that the minimum island size be 250 acres for Development and 1,000 acres for Permanent Crops (agriculture). This recommendation was approved by the Director and adopted by the Board of Forestry and Fire Protection.

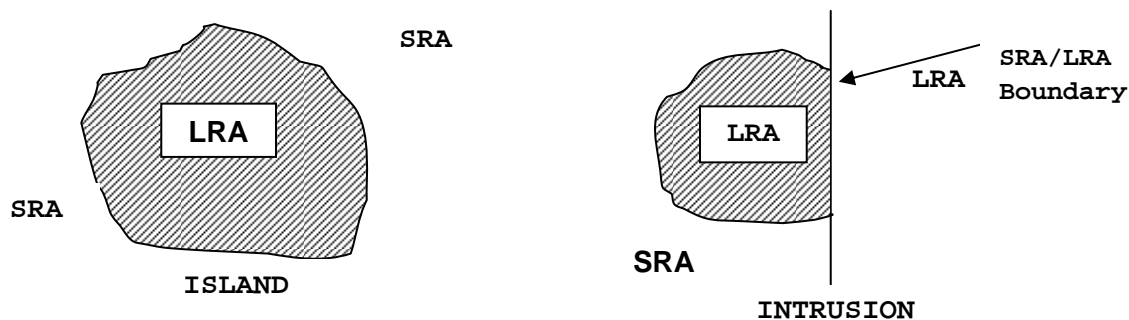
Begin the evaluation process by reviewing the key carefully. Identify all areas that may fit the key. Be very liberal in applying the elements of the key at this point. If there is any chance that an area may fit the key, include it. The intent is to identify all areas that may deserve further evaluation.

Delineate these areas in the following manner on the work map:

1. Possible change from SRA to LRA - delineate and cross hatch in purple.



2. Possible change from LRA to SRA - delineate and cross hatch in orange.



NOTE: Avoid small islands of SRA in LRA or LRA in SRA.

Three types of areas should emerge at this point.

1. Islands of SRA that are surrounded by LRA on all sides (exterior changes).

2. Islands of LRA that are surrounded by SRA on all sides (interior changes).

3. Intrusions of either SRA or LRA along the existing SRA/LRA boundary line (boundary line adjustments).

STEP III-CONDUCTING FIELD EVALUATION USING CLASSIFICATION KEY

The key is designed to ensure that all ~~Ranger~~Units and Contract Counties view all areas in question in a uniform manner. The key also focuses on only those lands that may need reclassification.

All areas identified for potential change in classification will be evaluated against the criteria in the key that leads the evaluator through a series of questions/conditions. The answer to the question/condition either leads to a conclusion or another question/condition. Using the key requires some interpretation of the question/condition.

Each area identified on the work map will require an inspection. The best way to inspect an area is from the air. On-the-ground inspection may be required in addition to aerial inspection; however, experience has shown that most areas can be successfully and accurately keyed from the air. CDF air resources have administrative flight time built into their budget. If aerial photography is necessary, make arrangements through the appropriate ~~Ranger~~Unit Headquarters for use of CDF air resources for administrative flights. All Contract Counties will make arrangements through the appropriate region for use of CDF air resources for administrative flights. Additionally, photographic documentation is necessary for each area. Digital photos should be used if possible. Aerial color slides can be used if digital is not available.

The classification of SRA will be evaluated at least every five years. Adjustments shall be made at more frequent intervals if major land-use changes occur. Changes from SRA to LRA can occur ~~form~~from expanding urbanization or changes to agricultural use. Changes can go both ways. For example, an area previously used for cultivated and irrigated crops may revert to natural vegetation and go from LRA to SRA. The SRA Mapping Coordinator in Sacramento will send to the ~~Ranger~~Unit SRA mapping coordinator, notification from the State Board of Equalization of any approved incorporations or land-use changes.

Adjustments of boundary lines shall be made following these basic rules of thumb.

1. Whenever possible, obvious lines of land-use change will be used.

2. Whenever possible, boundary lines will be identifiable and easily administered in the field. Roads, pipelines, streams, backyards of subdivision, or other recognizable landmarks can be used. Irregular lines that follow irrigated and cultivated fields and fences are permissible if they are clearly definable. Extended fingers should be avoided.

3. If lines of convenience are used, small areas of LRA may be included in SRA. However, SRA should not be eliminated by lines of convenience. Boundary lines should be located as close as possible to the place of obvious change between LRA and SRA.

4. "Contiguous rangeland" extends only from the toe of the first significant slope to the first good line of convenience.

5. "Watershed lands" will only be submitted for Statewide Review when, as a guide, they have ten inches of mean annual rainfall combined with upsloping topography and evidence of water storage and use.

STEP IV - DOCUMENTATION

The key will result in one of two conclusions:

1. No change in existing classification is warranted.

2. The current classification is questionable - refer to review.

A. No Change

If the key directs to a conclusion, that results in no change in classification, the following situation may exist:

"The area is developing, but at this time an overriding state interest still remains. Areas such as this may in the future develop to the extent that no state interest remains."

If this situation exists, be sure you check the box in the "FIELD EVALUATION DOCUMENTATION FORM" that pertains to the future survey requirements and fill in the appropriate year when the next survey should be done.

Year of Survey: **Resurvey 5 yr () 20** **Less than 5 yrs. () 20**

Documentation is required for all areas evaluated regardless of the conclusion obtained from the key. If the key directs the evaluator to Conclusion 1 above, the following documentation will be retained in a permanent file at the local level and also forwarded to Region:

1. Aerial photographs (digital pictures or color slides) identified so as to allow orientation to the map.
2. The Field Evaluation Documentation Form including any data which supports the findings.
3. ~~A copy of the local level shape file.~~ ArcMap Data Layer of the area in question.

B. Possible Change

If the key directs to a conclusion, which refers the area for statewide review, the following documentation is necessary:

1. Aerial photographs (digital pictures or color slides) identified so as to allow orientation to the map.
2. A copy of the ~~ArcView shapelfile~~ ArcMap Data Layer containing the change.
3. Field Evaluation Documentation Form describing the area and explaining why the change should be made. Also list the acres affected by ~~Ranger~~ Unit and County. These forms will be signed by the Unit Chief indicating his/her approval for the potential change.
4. ~~ArcView shapefiles~~ ArcMap Data Layers delineating the proposed change and any other pertinent lines will be drawn and labeled to clearly identify the change.
 - a) Create a ~~shapfile~~ Data Layer with all proposed changes ~~in blue.~~
 - b) Use the ~~Ranger~~ Unit boundary, Region Boundary, Road Layers, City Boundary ~~shapfile~~ Data Layers as needed on the map.
 - d) The Identifier number on the ~~shapfile~~ Data Layer attributes table will match the Field Evaluation Documentation Form.

REGIONAL REVIEW

The Statewide Review Team will evaluate all potential reclassifications identified in the filed field evaluation process. ~~Ranger~~Units/Contract Counties will submit two copies of all documentation (~~Shapefiles~~Data Layers, digital photographs ~~files~~, text documentation) ~~7~~ to the Region SRA Mapping Coordinator ~~through the fire Plan database. The~~ As soon as the ~~Ranger Unit SRA Coordinator uploads all files he/she will notify the Region SRA Coordinator by phone and EMAIL. Slides will be mailed or hand delivered~~ Region SRA Mapping Coordinator will ensure that the classification process has been correctly applied and that documentation is complete. The Region Mapping Coordinator will obtain written approval for each Unit from the Region Chief. The ~~Ranger~~Unit and ~~SRA~~Region Mapping Coordinators will ~~print~~retain a copy of all maps, photos, and documentation ~~and retain~~ for their records.

Upon completion of all fieldwork and the Regional review, the ~~SRA~~Region Mapping Coordinator will notify the Sacramento SRA Mapping Coordinator ~~by phone or EMAIL~~ as soon as the ~~Ranger~~Units maps and documentation ~~has~~ have been checked and are ~~uploaded to the Fire Plan Database~~ready for the statewide review. The Region SRA Mapping Coordinator will coordinate scheduling the statewide review and will appoint its representative to the Statewide Review Team.

STATEWIDE REVIEW

MEMBERSHIP

The Statewide Review Team shall consist of the following members:

1. A member of the Fire Protection Staff (Chairman).
2. A member of the Board of Forestry ~~and~~ Fire Protection staff.
3. ~~A representative of the~~ The Region Mapping Coordinator where the areas for review are located.
4. A representative for the affected Contract County as needed.

1 USE OF ADVISORS

2
3 A Unit level representative will be appointed as an advisor to the team (if
4 needed). The review team may also request technical advice from others in
5 the Department or from any other public agency.
6

7
8 DOCUMENTATION

9
10 The review team will have all documentation from the field evaluation
11 available to it for the review. The team will document the basis for its
12 recommendations.
13

14
15 REVIEW PROCESS

16
17 Where a change in classification is proposed, the review team may accept the
18 proposed change based on the documented justification or it may conduct an
19 on-site inspection.
20

21
22 REVIEW CRITERIA

23
24 The statewide review criteria are set forth in a key format similar to the
25 Field Evaluation Key. The question/condition statements in this key are
26 designed to measure the elements of PRC Sections 4126-4128.
27

28
29 SPECIAL REVIEW

30
31 The normal period between classification efforts is five years. However, the
32 Statewide Review Team may set a shorter period of time for a particular area
33 if, in the opinion of the team, the area's land-use pattern indicates that
34 the classification of that area is likely to change in less than five years.
35 Likewise the ~~Ranger~~ Unit or Contract County may submit for review, any area in
36 which significant land-use changes occur between review periods.
37

38
39 REVIEW TEAM'S RECOMMENDATION

40
41 The only recommendations forwarded to the Director are those which change the
42 existing classification of land. For all other areas, a permanent file shall
43 be maintained for use during the next formal review (5 years) or special
44 review.
45

DIRECTOR'S APPROVAL

The Director will review all Statewide Review Team recommendations for changes in land classification. He/she will forward all approved recommendations to the Board of Forestry and Fire Protection together with supporting documentation. He/she will also notify the affected local government agencies of his/her recommendations and advise the Contract Counties of any potential fiscal impacts.

BOARD OF FORESTRY AND FIRE PROTECTION

The Board of Forestry and Fire Protection will act upon the Director's recommendations for changes in classification of SRA, after appropriate public hearings. The Board's decision will be transmitted through channels to all administrative levels and to the affected local governments.

To provide sufficient lead time for the Board to schedule hearings for the 5-year review and to notify local government of its decisions, all areas must have fourth level review (Director's approval) by July 1 of any year. This allows sufficient time ~~(45 days)~~ for public notification and to conduct hearings. Once the Board's decision is final, an implementation date will be set by the Board. ~~The Board's decision will be available by November of any year and become effective July 1 of the following year. This schedule provides 12 months lead time for local government from the time of Director's preliminary notification to adjust to changes in CDF's fire protection system.~~

APPENDICES

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FIELD EVALUATION KEY

This key is to be used by the ~~Ranger~~ Unit/Contract County to identify areas to be reviewed for possible change in classification.

A. The area being considered is currently classified as:

State Responsibility Area. Go to B

Local Responsibility Area Go to C

B. State Responsibility Area:

I. The area has been modified by man to permanent crops or development.

Discussion:

Limiting the scope to man's modifications eliminates from consideration natural areas such as large rock outcroppings typical to the high Sierra regions. Man's modifications, ~~defined~~ must have substantially changed the character of the area so that it no longer produces or is capable of producing forest products, forage, or water for domestic, irrigation, or industrial use.

1. Crops - - Long term non-flammable crops such as orchards and vineyards which are irrigated and cultivated. (Annuals such as row crops and grain, are not, a long-term modification.)

2. Development - - Continuous urbanization averaging more than three dwellings and/or commercial units per acre over ~~forty~~ 250 or more acres.

Yes Go to II

No SRA

II. The area has definable boundaries.

Discussion:

To be identifiable, an area must have clearly definable boundaries; for example: (1) jurisdictional boundaries of public service entities; (2) man-made features such as roads; and (3) natural features such as streams and lakeshores.

Yes Go to III

No SRA

1 III. The area is or creates:

2
3 An island Go to IV
4 A boundary line adjustment Refer to Review

5
6 IV. The area is larger than:

7
8 (1) 250 acres for Development or,
9 (2) 1,000 acres for Permanent Crops

10
11 Yes Go to III
12 No SRA

13
14 C. Local Responsibility Area.

15
16 I. The area is covered wholly or in part by forests or by trees
17 producing or capable of producing forest products.

18
19 Yes Go to IV
20 No Go to II

21
22
23 II. The area is covered wholly or in part by timber, brush,
24 undergrowth, or grass, whether of commercial value or not, which
25 protects the soil from excessive erosion, retards runoff of water, or
26 accelerates water percolation, if such lands are sources of water which
27 is available for irrigation, or domestic, or industrial use. As a
28 guide, these "Watershed Lands" should have ten inches of mean annual
29 rainfall combined with upsloping topography and evidence of water
30 storage and use.

31
32 Yes Go to IV
33 No Go to III

34
35 III. The area is principally used or useful for range or forage
36 purposes and is contiguous to forest or watershed lands. "Contiguous
37 Rangeland" extends only from the toe of first significant slope to
38 first good lines of convenience.

39
40 Go to IV

41
42 IV. The area is principally used or useful for range or forage
43 purposes but is (1) separated from forest or watershed lands by man's
44 development; (2) irrigated or covered by cultivated crops so that the
45 vegetation is not ordinarily flammable, or (3) beyond the toe of first
46 significant slope and first good line of convenience.

47
48 YES - LRA
49 No - Refer for review

V. The area is:
An island of LRA in SRA or a boundary line adjustment.

Refer to Review

The area creates:

An island of SRA in LRA LRA

STATEWIDE REVIEW TEST

KEY

This key is to be used by the Statewide Review Team to evaluate proposed changes in classification. A "yes" answer to any item in Part A is sufficient to classify the land as SRA. All items in Part A must be addressed and documented.

PART A

I. Is there a significant threat of fire originating from within the area and spreading to other SRA (consider configuration, topography, location, past fire history)?

Yes SRA
(DOCUMENT)
No Go to II

II. Do substantial values exist for the production of forest products, forage, or water?

Yes SRA
(DOCUMENT)
No Go to III

III. Does or will the omission from SRA seriously impair the state's ability to provide needed protection to adjoining SRA lands?

Yes SRA
(DOCUMENT)
No Go to IV

IV. If a fire denudes the area will it initiate a fire/flood sequence?

Yes SRA
(DOCUMENT)
No Go to V

V. Will or does removal from SRA cause administrative inefficiency?

Yes SRA
(DOCUMENT)
No LRA

PART B

If Part A indicates that the land should be classified as SRA, complete Part B.

I. Does or will inclusion in SRA (by providing state-funded fire protection) unduly tend to encourage land-use changes that are inconsistent with the protection of forest, watershed or range values?

Yes LRA
(DOCUMENT)
No. SRA

II. The area is fully developed. No substantial further development is likely, but an overriding state interest still remains.

Yes (DOCUMENT)

REVIEW SCHEDULE FOR NORMAL 5-YEAR REVIEWS
~~AND SPECIAL REVIEWS~~

1. Level one - Field evaluation process by March 15.
2. Level two - Regional review by April 1.
3. Level three - Statewide Review by June 15.
4. Level four - Director's Review by July 1.

Notify local government July 1.

Notify contract counties of fiscal impacts July 1.

5. Level five - Board of Forestry and Fire Protection.

~~Public hearings notification - July 1. Board of Forestry will hold public meetings.~~

~~Public hearings - September 1 - October 15.~~

~~Final decision - October 15.~~

~~Implementation of changes (8.5 months) - July 1. (Next calendar year)~~

If approved, the board will set an implementation date no earlier than 90 days from approval date.

OR

The implementation date of all changes will be July 1 (Next calendar year)

REVIEW SCHEDULE FOR SPECIAL REVIEWS

1. Level one - Field evaluation process.
2. Level two - Regional review within 30 days of receipt of package from the Unit/Contract County Mapping Coordinator.
3. Level three - Statewide Review within 30 days of receipt of package from the Region Mapping Coordinator.

1 4. Level four - Director's Review within 30 days of receipt of
2 package from the Statewide Mapping Coordinator.

3
4 Notify local government.

5
6 Notify contract counties of fiscal impacts.

7
8 5. Level five - Board of Forestry and Fire Protection.

9
10 Board of Forestry and Fire Protection will hold public meetings.

11
12 If approved, the board will set an implementation date no earlier
13 that 90 days from approval date.

14
15 OR

16
17 The implementation date of all changes will be July 1 (Next
18 calendar year).

Page 1 of _____

FIELD EVALUATION DOCUMENTATION FORM

I.D. Number:

~~Ranger Unit/Contract Co.:~~

Descriptive name:

Year of Survey: _____

Resurvey 5 yr () 20__ Less than 5 yrs. () 20__

Special Review ()

Field Evaluation Key Results: No Change () State Review ()

Key Item Leading to Conclusion: B-I B-II B-III C-I C-II C-III C-IV

Circle one or Leave one (delete all others)

Check one:

SRA to FRA ☐ SRA to LRA ☐FRA to SRA ☐ FRA to LRA ☐LRA to SRA ☐ LRA to FRA ☐

Total acres to be changed _____

DESCRIPTION OF AREA

Unit Chief Approval: _____Signature

INSTRUCTIONS FOR COMPLETING THE
FIELD EVALUATION DOCUMENTATION FORM

A Field Evaluation Documentation Form will be completed for all areas shown on work map.

ID Number: Use ~~Ranger~~ Unit/Contract County ~~3~~three letter designator, the initials SRA, the year of the review (for example 2004), and a sequential identifier which will match the identifier used on the ~~shapefile~~Data Layer attribute table.

For example:

ORCSRA20004_1

ORCSRA20004_2

ORCSRA20004_3

Ranger Unit: ~~Insert name of Ranger Unit or Contract County.~~

Description: Insert descriptive name of area. Example: Auburn Lake Trails. For all SRA intrusions to LRA write into this block
"SRA INTRUSION CORRECTION".

Year of Survey: Insert year of survey (for example 2004).

Resurvey: Check appropriate box. Add year of next survey.

Field Evaluation Key Results: Check the appropriate box.

Key Item: Delete all others leaving only the 1 key result or circle the one key result that you are using.

Description of Area: Describe area in narrative form.

EXAMPLE: Auburn Lake Trails is a 750-acre subdivision with approximately 10% of 2,130 lots developed. It currently keys out as State Responsibility Area. However, at full build out it may not meet the criteria for SRA. The best estimate of full build out is 1990. This area should be re-evaluated at the next normally scheduled classification.

Unit Chief Approval: _____
Signature _____

DOCUMENTATION REQUIREMENTS

No Change Key Results

Ranger Unit/Contract County Field Evaluation	Region Review	Statewide Review Team
AreViewArcMap fileData Layer	AreViewArcMap fileData Layer	
Field Evaluation Documentation Form	Field Evaluation Documentation Form	
Digital Pictures (preferred) or 35MM Color Slides	Digital Pictures (preferred) or 35MM Color Slides	

Statewide Review Key Result

Ranger Unit/Contract County Field Evaluation	Region Review	Statewide Review Team
Field Evaluation Documentation Form	Field Evaluation Documentation Form	Field Evaluation Documentation Form
Digital pictures (preferred) or 35MM Color Slides (three copies each slide)	Digital pictures (preferred) or 35MM Color Slides (two copies each slide)	Digital pictures (preferred) or 35MM Color Slides (one copies each slide)
AreViewArcMapSRA Shapefiles Data Layers	AreViewArcMapSRA Shapefiles Data Layers	AreViewArcMapSRA Shapefiles Data Layers

It is also required that each ~~Ranger~~Unit, Contract County, Region and Statewide ~~Mapping~~ Coordinators retain a copy of each map, digital photo or slide and all documentation.

MATERIALS LIST

ITEM	SOURCE*
Work Map and Shapefiles <u>Data Layers</u>	Fire Plan Data Base
2. Documentation	Local photocopies
3. Digital Camera or 35MM color film	Retain or purchase locally
4. 7½" Topographic Maps	Fire Plan data Base
5. Aircraft administrative flights	Ranger Unit, Region, or Sacramento Headquarters

* Region will provide all local source items to Contract Counties

SRA Classification System Flow Chart

First Level

Step 1

1. Prepare an ~~Areview~~ArcMap file of the work map showing
 - a. Incorporated cities
 - b. Federal land
 - c. SRA./LRA boundaries
 - d. Any other shapefile needed

Step 2

1. Review the key
2. Review population density maps
3. Identify areas for evaluation
4. Delineate areas on working map file (shape file)

1. Key area using aerial and/or ground inspection
2. Take aerial photos

No Change

Possible Change

Code on work map

~~Shape~~Data File

1. Local file
2. Region file

Step 5

Documentation

1. Shape files
2. Photos
3. Printed copy of working map
4. Field evaluation form

Third Level

Second Level

State Review Level

1. Review recommended changes using the key
2. Document findings
3. Prepare recommendations

Regional Review Level

1. Review ~~RU/CC~~ Unit/Contract Counties process
2. Review changes
3. Reanalysis as needed
4. Notify Sacramento ~~SRA~~Mapping Coordinator when Region review is complete
5. Appoint Regional representative to statewide review team
6. Schedule statewide review with Statewide ~~SRA~~Mapping Coordinator

Director's Approvals

1. Review recommended changes
2. Forward approved changes to the Board of Forestry
3. Notify local government of any changes

Board of Forestry

1. Schedule public hearings
2. Approve or disapprove changes
3. Notify local government of any changes

RECORDING AUTOMATIC EXCLUSIONS

Automatic exclusions(- incorporated city or additions to federal lands boundaries)

~~which~~ eChange to the status of State Responsibility Area resulting from city incorporation or transfer of private ownership to federal ownership shall be reported to the Director's office (Fire Protection Section) by the ~~Ranger~~Unit or Contract County as they occur. The Statewide SRAMapping Coordinator will send notification to the ~~Ranger~~Units as he/she gets notified from the State Board of Equalization.

The ~~Ranger~~Unit will report verified changes by sending the AreViewArcMap ShapefileData Layer with an attached explanation to the Region SRAMapping Coordinator, who will the review the changes and notify the Sacramento SRAMapping Coordinator. The Sacramento SRAMapping Coordinator will then have the changes digitized at the Tele Data Center digitized and a new statewide SRA ShapefileData Layer will be posted on the Fire Plan Database.

~~The Ranger Unit will create a new shapefile with the following, new boundaries, and any other pertinent lines or polygons created in ArcView and labeled to clearly identify the change. The new boundary will be blue.~~

Use the Field Evaluation Documentation Form. In the "DESCRIPTION AREA" provide the following:

- a) Region, ~~Ranger~~Unit, and County identification.
- b) Description of the change; name of the city of federal ownership involved.
- c) Acres of State Responsibility Area deleted.
- d) Effective date of change.
- e) Name of person preparing the map and date prepared.

Automatic inclusions - federal land sales or trades to private ownership

From receipt of notification of a federal land sale or trade to private ownership, the Statewide Mapping Coordinator will notify the Unit/Contract County Mapping Coordinator within 30 days. The Unit/Contract Counties maybe notified of a land sale or trade before the Statewide Mapping Coordinator. In this case the Unit/Contract County must initiate the process and then submit the documentation to the Regional Coordinator

The Unit /Contract County Mapping Coordinator has 30 days to verify the land meets the requirements of becoming SRA and to forward all the documentation to the Region Mapping Coordinator. The documentation will include the "Field Evaluation Documentation Form" and an ArcMap Data Layer of only the polygon to be changed.

120 days after the Statewide Mapping Coordinator receives the documentation from the Region Mapping Coordinator, the new area will become SRA. During those 120 days the Director's office will notify the County of the change.

Use the Field Evaluation Documentation Form and provide the following

- a. Region, Unit, and County identification.
- b. Description of the change use the following text "Federal land sale or trade to private ownership - Automatic inclusion to SRA"
- c. Acres of State Responsibility Area added.
- d. Name of person preparing the map and date prepared.
- e. Signature of the Unit Chief approving the change